

FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES

December 6, 2006

The Financial Management Advisory Committee met on December 6, 2006. The following were in attendance:

<u>NAME</u>	<u>DEPARTMENT/DIVISION</u>
Alan Clements	MDA
Andrea Beck	DESE
Arlan Holmes	OA, ITSD
Barbara Hogue	MoDOT, MCS
Becky Imhoff	DOR
Bev Schepers	MoDOT
Carol Newgard	SAO
Carolyn Aggeler	OA, ITSD
Carolyn Kempker	OA, MDA
Cathy Long	Lottery
Chris Gerstner	OA, DFMD
Craig Hollis	Ethics Commission
Dan Redel	PSC
Dana Kliethermes	MDA
Debbie Davis	DIFP, Credit Unions
Dee Rackers	Conservation
Diana James	ITSD
Donna Peterson	OA, ITSD
Donna Richards	Conservation
Ellie Funke	MDNR FSD-Admin
Gary Irwin	MOSERS
Janelle Jaegers	MDHE
Jayne Masek	DOC
Jim Miluski	OA, PMM
John Berhorst	OA, ITSD
John Stobbart	OA, Division of Purchasing
Joy Prenger	MoDOT, Motor Carrier Services
Judy Gehrke	Department of Economic Development
Julie Keilholz	DED
Julie Miller	MVC
Kathy Wehmeyer	DOLIR
Kim Sandbothe	DIFP, Finance
LaVerne Brondel	Department of Natural Resources
Laurie Hines	DHSS, DRL
Leigh Ann Wilbers	Conservation
Lynn Cannon	OA, Accounting
Margery Tanner	DESE
Michele Nix	MOSERS

Michelle Mealy	Lottery
Michelle Teel	MoDOT, MCS
Mike Camden	MO Ethics Commission
Nancy Schulte	DHSS, FCSR
Renee Godsey	DHSS
Richard Gerling	MO Ethics Commission
Rob Verslues	Professional Registration
Robin Burkhart	DESE
Ron Thomas	ITSD
Sarah Clardy	DESE, VR
Sharon Fischer	SOS
Shirley Gerling	Insurance
Stacey Jacobs	STC
Stacy Hirst	DED/BCS
Stephanie Harris	DESE
Steve Callis	OA, ITSD
Theresa McDonald	DSS
Tim Dwyer	ITSD
Tom Sadowski	OA
Tom Stokes	OA, ITSD

Presentation:

Arlan Holmes, Office of Administration, introduced Robert Cathran, with Collector Solutions. Collector Solutions has contracted with the State of Missouri to provide electronic payment systems.

Mr. Cathran presented information regarding different types of payment systems available through Collector Solutions for electronic collection. Mr. Cathran explained the Internet on-line payment systems, the Internet installment payment, payroll deduction programs, and check conversion to ACH.

Agencies interested in working with Collector Solutions to develop an electronic payment system should contact Arlan Holmes at Arlan.Holmes@oa.mo.gov or by calling 751-1537.

Status Reports:

Office of Administration, Division of Purchasing and Materials Management – Jim Miluski stated that the revised delegation of authority will be accessible on-line soon. There are minor changes. Also, Purchasing is developing an on-line evaluation form for end users and vendor feedback. The timeline for completion is the end of December.

Office of Administration, Division of Accounting / SAM II – Tom Sadowski stated that the vendor has agreed to extend the maintenance on SAM II. The state needs to extend

the life of SAM II until it is ready for SAM III. The state needs to provide employee self-serve tools such as on-line W-2s. The state also needs to go to bi-weekly pay and vendor self-serve.

Sadowski stated that a pilot may be introduced on the use of a "travel desk". The Highway Patrol, Flight Operations is reviewing its policy regarding the use of state airplanes. It may revise the policy to mirror the "trip optimizer". OA is continuing to encourage use of the purchasing card.

The next meeting is scheduled for Wednesday, January 3rd, at 8:30 in Room 400 of the HSTOB. The topic of discussion is the Master Lease Finance Contract.